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Executive Director

No. 99/03

January 8, 1999

TO COUNTY ASSESSORS AND INTERESTED PARTIES:

ASSESSORS' HANDBOOK SECTION 504
ASSESSMENT OF PERSONAL PROPERTY AND FIXTURES

Enclosed are copies of Assessors' Handbook Section 504 (AH 504), *Assessment of Personal Property and Fixtures*. This is a new handbook section which includes text concerning subjects not previously covered in other Assessors' Handbook sections, and a complete rewrite and compilation of three original manuals no longer in circulation: Assessors' Handbook Section 571, *Appraisal of Equipment, Inventory, and Supplies*; Section 221, *Tax Situs of Property*; and Section 572, *General Audit Guidelines*. AH 504 was adopted by the Board on December 10, 1998.

AH 504 is also posted on the Board's Web site at www.boe.ca.gov. Copies are available on disk upon request to the Policy, Planning, and Standards Division at (916) 324-4019.

Board staff wishes to express their appreciation to all parties who participated in the drafting process of this handbook section. Those efforts contributed greatly to the success of this project.

Sincerely,

/s/ Richard C. Johnson

Richard C. Johnson
Deputy Director
Property Taxes Department

RCJ:LF:rfb

Enclosure